

MEMORANDUM FOR THE RECORD:

14 December 1956

SUBJECT: Progress Report to Executive Officer of OCR with Respect to Records Disposition Survey.

25X1A9a

1. On 13 December 1956 Mr. [REDACTED] met with Mr. [REDACTED] Executive Officer, OCR, and Mr. [REDACTED] Area Records Officer, OCR, to discuss the status of the Records Disposition Program in OCR.

25X1A9a

25X1A9a

25X1A9a

2. The attached outline shows the subjects discussed at this meeting. Mr. [REDACTED] seemed to be pleased with the progress made and indicated his interest in the whole survey and was particularly interested in ideas which Mr. [REDACTED] presented with respect to elimination of a number of records in all of the registers. He was specially interested in eliminating the so called transcript sheets which are used to develop the necessary punch cards, and after they have served this purpose they are now microfilmed. It is estimated that the time of one person is required for this microfilming operation. It appears to be a questionable item.

25X1A9a

[REDACTED]
25X1A9a